

**Office of Vermont Health Access  
Medicaid Technical Assistance RFP  
Submitted Written Questions and Answers**

#	Questions	Responses
1	Section 4.8.11 Financial Statements- Our firm is less than three years old and does not have audited financial reports. Would some other evidence of financial stability be permissible, for example, Income Statements and Balance Sheets from 2006 and 2007? Also, if we decide to include individuals as subcontractors in our proposal, are they required to submit these financial reports?	Balance Sheets and Income Statements are acceptable. Subcontractor(s) also need to provide the requested information. If the bidder or subcontractor is unable to provide three years of financial information, please provide an explanation for any missing years.
2	Section 4.9 Cost Proposal- Many tasks itemized (in particular Tasks 3, 4a, 5, 6, 7, 8 and 9) specify that work will be done “on an as needed and requested basis”. Can the OVHA provide more specific guidelines on the estimated level of effort (hours) that will be expected either for each task individually or for all tasks combined?	Please see attached schedule for projected hours associated with each task from the scope of work. Any activities requested under these tasks will be reimbursed at an hourly rate.
3	Appendix 2 Vermont Tax Certification- Should we retype this appendix and fill in the RFP title and date, or just fill in the bottom of the page?	Appendix 2 Vermont Tax Certification (pdf) has been posted to the OVHA RFP Website.
4	All services under this task appear to be listed as either – “on an as needed and requested basis” or “As requested”. What deliverables are associated with this task and how should vendors determine resources needed for a task that the vendor may never be asked to perform?	Please see attached schedule for projected hours associated with each task from the scope of work. Any activities requested under these tasks will be reimbursed at an hourly rate.
5	What is the expected frequency in terms of assisting the state in the preparation of reports? Are the reports weekly, monthly, quarterly, bi-annually, or annual in nature?	Reporting usually occurs monthly, quarterly, semi-annually, and annually.
6	The RFP states:  “The Contractor will make its resources available in any manner the State deems appropriate for implementing the State’s PACE demonstration.”  In order to better prepare our resources and cost proposal, please clarify the statement “in any manner the State deems appropriate”. How long will the Vendor be given to respond to the States determination of required availability of vendor resources?	The Department of Disabilities, Aging and Independent Living (DAIL) anticipates using the contractor for the development of the PACE Program actuarial rates and DAIL would have an expectation of reasonable timelines for response.
7	The RFP states:  “The Contractor will assist with any necessary field testing, auditing and staff training to support necessary program	The contractor may be required to conduct field audits at the school union district office. Field testing may be needed to evaluate compliance with federal directives for the State’s school-based health services programs. Contractor may conduct interviews, examine samples of claims, or confirm adherence to program policies.

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	revisions.”  Please clarify what is meant by field testing?	
8	What is the expected meeting frequency of the Core Planning Team that the vendor maybe asked to participate on?	The Real Choices System Change grants will end in September 2008. Meetings of the Core Planning Team will occur approximately twice a month; however, the Contractor participates on an as needed basis. Since the majority of the remaining work for the Core Planning Team will be assisting the State with the development of a centralized participant record, at this time it is not anticipated there will be a need for the Contractor to attend meetings of the Core Planning Team.
9	Please clarify if access via email and telephone is sufficient to meet the State’s intent with this clause.	Bidders should provide access for the State and the State’s agent(s) via email, telephone, website, or actual on-site visits face to face. Section 4.9 page 33 indicates that on-site services may require two days per week with the commencement of the contract.
10	Related to the 25 pg maximum, can the state also exclude the transmittal letter and appendix 12 from the 25 pg count?	Please refer to question #30 regarding the maximum allowance concerning the narrative proposal.
11	Understanding that in seven years, vendors may have several pages of related projects, can the listing of projects from January 2000 to present be excluded from the 25 page limit?	No. The capability and relevant experience should be from January 2004. This was a typographical error. We apologize for the inconsistent information. Please refer to question #30 regarding maximum allowance concerning the narrative proposal.
12	A typical Project Plan, Resource allocation plan and schedule for a project of this magnitude will not fit within the 25 pg limit. Can these items also be excluded from the limit?	No. The Project Plan will not be excluded from the 25 page limit. The State wants a high level project plan due to the nature of completion of the scope of work. Please refer to questions #30 regarding maximum allowance concerning the narrative proposal.
13	Given that many tasks are “as requested” or “on a needed basis”, please explain how OVHA will evaluate overall total price bid by each vendor compared with the relative value that each vendor will provide OVHA?	The cost proposals must meet requirements set forth in Section 4.9 (page 33). Cost proposals should be accurate, consistent, and competitive. The cost proposals should submit sufficient detail so that OVHA can fully understand not only the total cost of the proposal, but any variables, assumptions, or extra costs. Narrative may be included in the cost proposal where necessary to provide clarification or explanation. Examples of comparisons may include estimated staff hours by task and rate of compensation for each staff member.
14	The RFP states that the evaluation of cost proposal will be reviewed to make sure it meets requirements set forth in 4.2; however section 4.2 does not appear to be related to preparation of the Cost Proposal. Please clarify.	The requirements for the cost proposals are outlined in section 4.9 (page 33). This was a typographical error. We apologize for the inconsistent information.
15	Will the successful vendor on this bid be precluded from bidding on any future RFPs related to Medicaid or health care consulting in Vermont?	No
16	It is our understanding that Pacific Health Policy Group has been providing consultative services to State staff for some time regarding a number of the areas referenced in this RFP. Is it anticipated that, following an award as a result of this procurement, this organization will continue to provide consultative services and, if so, will those services involve tasks	Once a bidder has been selected from the procurement process of the RFP, a transition plan will need to be developed by the State. The bidder chosen from the procurement process for this RFP will begin working on the scope of work once the current contract with PHPG has expired.

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	identified in this RFP? If Pacific Health Policy Group will be providing services, what are the State's expectations regarding the coordination of tasks between this organization and the successful contractor from this procurement?	
17	What is the projected annual appropriation (state and federal funds, if applicable) for this procurement?	Resources are available to fund this contract for the expected period of operations in SFY '08. Any and all Medicaid administrative costs are subject to annual appropriation by the Vermont General Assembly and resources for this contract will be part of the SFY '09 appropriation as well.
18	Please clarify how the contractor is expected to provide technical assistance to other departments – who will manage requests, allocate resources, and coordinate efforts?	Agency of Human Services (AHS), the Secretary's Office will establish priorities and coordinate efforts across departments for this contract. OVHA will oversee the contract and receive direction from the AHS regarding other departments' work requests.
19	Please describe how the contractor will interact with other State contractors, especially under chronic care management programs.	Presently, the State does not anticipate that this interaction would need to occur with contractors who provide services for the chronic care management services. Contractor, would however, be expected to work collaboratively and in good faith with other contractors as the need arises during the performance of the scope of work.
20	Regarding Task 2, is there preference for contractors to provide actuarial support or is it sufficient to provide consultants with technical skills and experience in rate setting?	There is no preference for contractors to provide actuarial services. Technical expertise in rate development methodology and experience in rate setting are needed for this task. PACE rates are negotiated between the PACE provider and the State. The PACE rates must be approved by the regional office of CMS. PACE rules and regulations are located in the Federal Register 42 CRF parts 460, et al.
21	Regarding Task 4, is there background material (e.g. reports, etc.) that describes the current expectations about how the Vermont State Hospital will be reconfigured? There is a reference on page 18 to "alternative models" that are being evaluated for the replacement of the hospital. Have these models already been identified, or will it be part of the contractor's scope of work under this task to work with State staff and other designated parties to develop the models?	Refer to the website below for the Inpatient Options Analysis that describes alternative models for replacing the Vermont State Hospital. It is expected that the contractor will work with Department of Mental Health and potential partners to develop and refine operational cost modeling for the selected component facilities.  <a href="http://healthvermont.gov/mh/futures/documents/MHOversiteRPT11.5.07.pdf">http://healthvermont.gov/mh/futures/documents/MHOversiteRPT11.5.07.pdf</a>
22	Regarding Task 4a, will the contractor's work be limited by the recommendations made by the Success Beyond Six Legislative Study Group or does the State expect the contractor to also make recommendations about alternative payment systems?	The contractor's tasks will be limited to the work group recommendations that will include an alternative payment system. The Legislative Summer Study Report to the Administration is due January 15, 2008. It is anticipated that the recommendations will be accepted.
23	The inclusion of Task 5, regarding inmate health services seems on the surface to be separate and distinct from the other tasks included in this RFP which are related to the Medicaid program. Please explain the rationale for including this task in the RFP.	The Futures Plan includes provision of inpatient acute care services for severely mentally ill incarcerated individuals in the acute inpatient successor facility / facilities for the Vermont State Hospital.
24	Also regarding Task 5, please clarify if inmates under the control	Presently, unreleased inmates receive most health care coverage through a contractual agreement

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	of the Vermont Department of Corrections (DOC) are included in the count of Vermont's uninsured. In addition, please indicate whether the projected VHAP caseload includes correctional system inmates and/or released prisoners.	within the Department of Corrections (DOC). However, this contractual agreement does not provide inpatient coverage for incarcerated inmates. VHAP coverage is provided to an incarcerated inmate when inpatient services are required. For a limited period of time (one month) the incarcerated inmate may be included within the VHAP caseload. Released inmate would be counted in the caseload for whatever program they are on. The caseload could be VHAP, Medicaid or those who get jobs might end up on the new Catamount program.
25	Please clarify if the State already uses protocols to maximize enrollment in VHAP of those inmates being released from DOC facilities. If such protocols are not presently used, is it anticipated that they should be developed as a part of Task 5?	DOC uses a discharge planning process for inmates scheduled to be permanently released in the near future. DOC provides a 30 day discharge notice to the Health Access Eligibility Unit (HAEU) a division within the Department for Children and Families (DCF). The 30 day notice allows HAEU to process an application for the soon to be released inmate for health care. DCF also works with the inmate to grant food stamps, Reach Up, fuel assistance, and general assistances as appropriate. The protocol allows benefits to be effective on the inmate's day of release.
26	Is it anticipated that the State's mental health initiatives will address the needs of inmates being released from DOC facilities?	The January 15, 2005 Report by the Commissioner of Corrections to the Joint Legislative Corrections Oversight and Mental Health Oversight Committees outlined a proposed plan that includes ways to improve services to inmates released from DOC facilities. A Legislative Corrections Study Report that is due in January 2008 is expected to address the needs of this group.
27	Regarding Task 6, please clarify how activities under this task will relate to the activities of the contractor selected under the "Claims Data Analysis and Post Payment Review" RFP.	They are unrelated. The RFP for Claims Data Analysis and Post Payment Review is primarily an auditing function. This task is related to any changes that could occur to the MMIS and do not adversely impact the 1115 waiver reporting requirements.
28	Regarding Task 6, please clarify how activities under this task will relate more generally to the MOVE project.	There is no link between the projects and no defined participation. At a later date, the State will contemplate the appropriateness of asking for input regarding data reporting and collection issues and of meeting attendance or document review.
29	Regarding Task 6, does OVHA have any concerns if the bidder or a subcontractor selected for this project is also part of the project team for the "Claims Data Analysis and Post Payment Review" project?	No, the RFP for Claims Data Analysis and Post payment Review is for an auditing scope of work and is completely independent for the scope of work associated with this RFP.
30	In Section 4.8, on page 28, the RFP states that the Narrative Proposal cannot exceed 25 pages, not counting appendices. The RFP also states that the proposal is to be printed double-sided. Please clarify if the 25-page maximum is 25 pieces of paper or 25 sides, i.e. pages of text.	The narrative proposal should be a maximum of 25 individual pieces of paper (double sided) pages. The text on each side should be doubled spaced. Tables, exhibits, matrices, and appendices do not need to be doubled spaced. The maximum of 25 individual pieces of paper should include section headings 1 – 6. Excluded in the maximum of 25 individual pieces of paper are section headings 8-12. Please refer to page 28 of the RFP.
31	In Section 4.8.6, on page 31, the RFP states that the bidder and subcontractor (if applicable) are to provide a list of all Medicaid/Medicaid-related, Health/Health-related and Insurance/Insurance-related projects from 2000 to the present. The list of our firm's projects during this time period that relate to these categories would easily exceed more than 1,000 entries.	The capability and relevant experience should be from January 2004. This was a typographical error. We apologize for this inconsistent information. A listing of the Medicaid programs for which the firm currently provides services and one sentence describing the nature of services provided would be of interest to OVHA. The information could also be provided in summary form categorized by the nature of the services provided. Section 4.8.6 will not be excluded from the narrative proposal maximum of 25 individual pieces of paper. Please refer to question #30.

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	Please clarify if a subset of projects, adequate to demonstrate the firm's capability and experience, would be acceptable in lieu of the entire list. If the entire list is required, please clarify if corporate experience can be moved to an appendix outside of the 25 page limit.	
32	Regarding Section 4.8.8, Technology Requirements, please identify the major computer systems relevant to this project, with brief information regarding their purpose and architecture. In addition, please explain the extent to which the contractor will have access to enrollment, claims, and other data to analyze, i.e. will the state retain control over all data or will the contractor have systems access? If the former, please explain how the contractor's needs for any data will be met.	Currently, the State provides data feeds from EDS on a daily, weekly, monthly, quarterly, or annual basis for contractors who require this information. The State anticipates that the same will occur under the new contract.
33	In section 4.9 Cost Proposals, on page 33, the RFP indicates that cost proposals should itemize the basis for pricing of services, including the total price, the estimated number of total staff hours by task and the rate of compensation of each staff member. However, under Task 2 on page 17, the RFP states "the contractor will make its resources available in any manner the State deems appropriate...", Task 3 on page 18, Task 5, 6 and 7 on page 19, Task 8 on page 20 the RFP states that : "On an as needed and requested basis,..." and Task 4a, on page 18 states "as requested, the contractor will assist..." and on page 20, Task 9 states "The Contractor will participate on an as needed basis..." These requirements to provide services on an as needed, and/or requested basis make development of an accurate cost proposal very difficult. Does the state have estimates for the amount of time the contractor may be needed for these tasks?	Yes, please see attached schedule for projected hours associated with each task from the scope of work.
34	Also in Section 4.9 the RFP states that a senior staff person is expected to be on-site an average of two days per week throughout the contract period. Please clarify if this responsibility could be fulfilled by multiple people or if a single person is preferred/required.	The State would consider a single person or multiple persons. However, a single person is preferable.
35	Can the state provide an overview of the expected consultant effort (FTE, hours etc.) by task?	Yes, please see attached schedule for projected hours associated with each task from the scope of work.
36	The proposal requires an indication of the number of hours by milestones, however, the RFP does not list milestones. Does the state have specific deliverables that it is required to provide to the	As the State Health Care Reform initiatives and health care delivery system continues to mature, specific deliverables will be defined on an ad-hoc basis. Please refer to question #18.

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	Vermont legislature and/or CMS and would the state be willing to describe these requirements?	
37	Are the tasks expected to be completed in any particular sequence or are there some tasks which are a higher priority and would be expected to be completed before others?	Please refer to question #18.
38	On site staffing two days per week are specified, does the state anticipate the need for additional consultants co-located or designated to be working with specific state employees?	There may be times when additional consultants may be required.
39	There are a number of core tasks that the state has requested. In addition (for example Tasks 5-7) the state requests consulting services that will be used on an “as needed basis”. How would the state prefer to have these “as needed” services priced in the cost proposal?	The standards for the cost proposal are outlined in section 4.9 page 33. The bidder is free to format the cost proposal in a manner most suitable for their contract proposal. Cost proposal should have a cost associated with each task and subtask. The cost proposal should include estimated staff hours and the rate of compensation of each staff member. Please see attached schedule for projected hours associated with each task from the scope of work. The State expects to pay the contractor for actual hours worked on a specific task or subtask and for other expenses incurred.
40	What type of payment mechanism does the State intend to incorporate in the resulting contract for this scope of work? If this will be a fixed price contract, will there be separate fixed prices for each of the tasks, or a single price covering all tasks?	The contractor will be expected to submit a monthly invoice. The total contract award amount will be a single fixed price for all tasks. However, the cost proposal will need to include estimated number total staff hours by task and the rate of compensation for each staff member. Each task or sub task outlined within the scope of work should have a projected cost and hours. The State expects to pay the contractor for actual hours worked on a specific task or subtask and for other expenses incurred. The format for the monthly invoice should match the format of the cost proposal submitted by the bidder.
41	Many of the tasks are open-ended and require an “as needed” level of support from the contractor. What level of effort does the State anticipate will be required for each of the tasks? Can OVHA provide an estimated number of hours anticipated for the scope?	Yes, please see attached schedule for projected hours associated with each task from the scope of work.
42	What has the State budgeted for this contract for Year 1?	Please refer to question #17.
43	Section 4.8 of the RFP establishes a maximum of 25 pages for the Narrative Proposal, but specifies that “appendices (#7-#11 in RFP section 4.8.1)” are excluded from this page limit. Should this refer to #8 - #12 in RFP section 4.8.1?	Yes, this was a typographical error. We apologize for the inconsistent information.
44	Section 4.8 of the RFP includes a requirement (#6) that the Narrative Proposal be double-spaced. Is this correct? Does all text have to be double-spaced, including exhibits, table of contents, and appendices?	Please refer to question #30.

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45	<p>Section 4.7 (Page 27) of the RFP requests that the bidder submit both the Technical Proposal and the Cost Proposal on a CD-ROM in Microsoft Word format.</p> <ol style="list-style-type: none"> <li>Does the State prefer that the Technical Proposal and Cost Proposal be submitted on separate CD-ROM's?</li> <li>Does the State request a specific version of Microsoft Word for submission of the Technical and Cost Proposals?</li> <li>In order to minimize potential formatting irregularities that can occur across different versions of Microsoft Word and printer settings, can the bidder also submit the Technical Proposal and Cost Proposal in Portable Document Formant (PDF)?</li> </ol>	<p>Yes</p> <p>Yes, please use Word 2002 SP3.</p> <p>The State does not need the technical and cost proposals in PDF. However, the bidder can also provide them if they wish to do so. Bidders should ensure that their submissions are compatible with the stated versions of MS Word.</p>
46	<p>Section 4.8, Item #1 (Page 28) of the RFP requests that the Technical Proposal (exclusive of appendices #7 to #11) be no longer than 25 pages. Section 4.8 also states (Item #6) that the Technical Proposal be double-sided. Does the State intend that the Proposal should be no longer than 25 discrete pages, each double-sided, or should the bidder only submit 25 "sides," with a total of 13 double-sided pages (with one side of the last page blank)?</p>	<p>Please refer to question #30.</p>
47	<p>Section 4.8, Item #1 (Page 28) of the RFP states that appendices (#7-#11 in RFP section 4.8.1) are not factored into the 25 page maximum. Section 4.8.1 #12 on page 29 gives the bidder an option to include "Other Appendices of the bidder's choosing". If the bidder elects to include other appendices, will they be counted in the 25 pages?</p>	<p>Item #1 contained a typographical error. The appendices for 4.8.1 should have been 7 – 12. We apologize for the inconsistent information. #12 Other Appendices of bidder's choosing will not be part of the 25 individual pieces of paper maximum. Please refer to question # 30.</p>
48	<p>Section 4.8.11 (Page 33) requests that the bidder submit audited financial reports. As a private entity, our firm does not have audited financial records. Will the State accept unaudited financial records prepared by an independent accountant in lieu of this requirement?</p>	<p>Yes</p>
49	<p>Section 4.8.11 (Page 33) requests that any subcontractor also include audited financial records. Does the State require the</p>	<p>The State requires financial statements from firms that may be subcontractors. If a proposal elects to include specific individuals as subcontractors, these individuals do not need to submit financial</p>

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	bidder to submit financial records for subcontracted firms only, or does the bidder need to submit financial information for subcontracted individuals who are not affiliated with a firm or company?	records. A resume of the individual(s) should be included in the proposal with an explanation of why the financial information was not included.																																																																																																																																																																				
50	Sections 5.17.1, 5.17.2 and 5.20.1 (Pages 42, 43 and 48) make reference to a performance bond. However, the RFP contains no requirement that the contractor secure a performance bond. Is a performance bond required?	No performance bond is required for this contract. This Section 5.17 makes reference that the State <b>may</b> collect damages from a contractor’s performance bond if the bidder had such a performance bond in place.																																																																																																																																																																				
51	In terms of the number of weeks from the contract start date, approximately when might each subtask (1a through 1d) begin? Will the services for each subtask be on an ad hoc basis within a specific period of time or throughout the entire contract period?	<p>Please see attached schedule for projected hours associated with each task from the scope of work. Task 1 – 8 will be ad-hoc for the length of the 24 month contract.</p> <p>Task 4, which includes the Futures Project planning to develop successor facilities for the Vermont State Hospital is ongoing and will require cost-modeling work.</p> <p>The State is working with an existing Contractor to complete Task 9 by the end of September 30, 2008. The current contractor has completed 3 months of ongoing effort related to the Real Choices Grant. The tasks and time line consists of the following:</p> <table><tr><th rowspan="2">Task</th><th rowspan="2">Start</th><th rowspan="2">Finish</th><th colspan="14">Month</th></tr><tr><th>1</th><th>2</th><th>3</th><th>4</th><th>5</th><th>6</th><th>7</th><th>8</th><th>9</th><th>10</th><th>11</th><th>12</th></tr><tr><td>1. Define PIHP benefits and network/operational requirements</td><td>Month 1</td><td>Month 2</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>2. Draft PIHP contract</td><td>Month 2</td><td>Month 3</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>3. Provide infrastructure development grant funds</td><td>Month 2</td><td>Month 6</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>4. Develop PIHP capitation rates</td><td>Month 2</td><td>Month 6</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>5. Secure CMS approval</td><td>Month 6</td><td>Month 10</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>6. Draft submission requirements for potential contractor(s)</td><td>Month 4</td><td>Month 6</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>7. Evaluate potential contractor submissions</td><td>Month 7</td><td>Month 8</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>8. Execute contract(s)</td><td>Month 9</td><td>Month 9</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>9. Conduct pre-enrollment contractor readiness review</td><td>Month 10</td><td>Month 10</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>	Task	Start	Finish	Month														1	2	3	4	5	6	7	8	9	10	11	12	1. Define PIHP benefits and network/operational requirements	Month 1	Month 2													2. Draft PIHP contract	Month 2	Month 3													3. Provide infrastructure development grant funds	Month 2	Month 6													4. Develop PIHP capitation rates	Month 2	Month 6													5. Secure CMS approval	Month 6	Month 10													6. Draft submission requirements for potential contractor(s)	Month 4	Month 6													7. Evaluate potential contractor submissions	Month 7	Month 8													8. Execute contract(s)	Month 9	Month 9													9. Conduct pre-enrollment contractor readiness review	Month 10	Month 10												
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	business days advance notice to Contractor to ensure that the Contractor will be prepared with the information that State needs and thus save the State time and money?	
60	Would the State provide the Contractor with at least sixty (60) calendar days notice of termination without cause to facilitate a smooth transition of services?	No
61	Would the State provide Contractor with a right to terminate without cause upon 90 days' notice?	No
62	Would the State clarify that, if the State terminates without cause, the State must reimburse Contractor for start-up costs, lease-termination fees and expenses, and costs associated with employee terminations?	The language within the Section 5 and Attachments C, E, and F are standard contractual requirements that the State expects a potential contractor to comply with. A bidder has the option of submitting a bid, and identifying specific issues that are not acceptable to them. If the State terminates a contract without cause, usually the State would not agree with reimbursement of these items.
63	Would the State clarify that the Contractor retains ownership of (i) work developed prior to the effective date of the contract and without federal funds, (ii) general know-how, and (iii) proprietary standard operating procedures?	The language in section 5.21.1 reflects language in Attachment F that is standard for all State contracts. Because of issues in the IT field, this language is presently under review. Without a definition of "proprietary standard operating procedures" it is difficult to answer this question; however, the State will consider language proposed by Contractor to address specific issues that may arise in relation to this area.
64	Would the State clarify that the State will not own Contractor's proprietary standard operating procedures?	The language in section 5.21.1 reflects language in Attachment F that is standard for all State contracts. Because of issues in the IT field, this language is presently under review. Without a definition of "proprietary standard operating procedures" it is difficult to answer this question; however, the State will consider language proposed by Contractor to address specific issues that may arise in relation to this area.
65	Would the State clarify that software developed by Contractor prior to the effective date of the Contract is proprietary?	Attachment F is standard for all State contracts. Because of issues in the IT field , this language is presently under review. The State will consider language proposed by the Contract to address specific issues that may arise in relation to this area.
66	Would the State clarify that Contractor is entitled to defend against any third party claim for which Contractor must indemnify the State?	By its plain terms, Attachment C requires the Contractor to defend against any claim, suits, judgments and damages which may result in liability to the State arising as a result of the Contractor's acts and/or omissions in the performance of the contract. This is standard for all State contracts. No further clarification is needed.
67	Would the State provide the Contractor with the right to consent to the settlement of any claim for which the contractor must indemnify the State? Absent this right, accurately accounting for the risk of indemnification will be enormously challenging and may result in a higher risk-adjusted price for the State.	No
68	Would the State agree to limit the Contractor's liability to the	No

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#	Questions	Responses
	Contractor's revenue from the Agreement?	
69	Would the State agree that neither party will be liable for special, indirect, incidental, consequential, punitive, or exemplary damages (including loss of profits, loss of revenue, or loss of good will) for any claim, whether based on warranty, contract, tort (including negligence), strict liability, or otherwise, even if the party has been advised of the possibility of such damages?	No
70	Except with respect to protected health information, would the State agree to customary exceptions to Contractor's obligation to keep information confidential, such as (i) publicly available through no act of recipient, (ii) already in possession, (iii) rightfully received from third party, (iv) independently developed, and (iv) required by judicial or government order to disclose?	No
71	Would the State clarify that invoices may be faxed?	No, the State pays from original invoices.
72	Would the State agree to pay the undisputed amount of an invoice within thirty calendar days after receipt of that invoice?	No
73	Is it expected that RFP responses will price each task (or sub-task) identified on page 17 – 20 of the RFP with hours and fees?	Yes.
74	Can OVHA provide a distribution of the estimated resource input by task and hours? Could the (hypothetical) chart below be filled out for either input % or hours?	Yes, please see attached schedule for projected hours associated with each task from the scope of work.
75	Is the state currently in negotiations with CMS on the provision of School Based Health Services in the State Plan (i.e. has the state started to develop section 3.1A and 4.19B of the State Plan)?	At this point in time, the State has not begun to work on modification regarding provision of the School Based Health Services.
76	If additional "tasks" are identified during the contract term, can the contract be amended to include these services?	Yes. At the discretion of the State the contract may be amended or the work put out to bid.
77	In Section 4.9 (Cost Proposals) of the RFP, the solicitation states that technical assistance services provided on-site are expected to average two days per week from the commencement of the contract. Given that Thomson Healthcare intends to bid on only three of the nine tasks specified in the RFP (Tasks 3, 7 and 9) how many days on-site (per year) would be expected of the contractor for providing technical assistance on these three tasks?	The State would consider a recommendation by the bidder for an alternative time if the bidder is not interested in the entire scope of work.
78	Section 4.9 of the RFP requests that costs proposals should provide a "total bid price." However, the scope of work for most of the tasks outlined in the RFP specifies that technical assistance	The contract award for this RFP would be for a 2 year period, with the option for two additional years. Costs proposals should be itemized for pricing for each service (tasks). The price per task or service should include staff hours by task and the rate of compensation for each staff member

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#	Questions	Responses
	will be provided “on an as needed and requested basis.” This provision makes it difficult to estimate the total level of effort required, and therefore a total bid price. In addition, the RFP does not designate a total contract period (e.g. one year, two years, three years, etc.). Given the open-ended nature of the technical assistance effort to be provided, would it be sufficient for bidders to submit fully-loaded hourly consulting rates for various categories of staff, rather than a total bid price? Upon contract award, it would then be possible to negotiate estimated costs for specific projects on a case-by-case basis, based upon the estimated hours to complete the work, and the specific consulting staff assigned to the project.	and include a total cost for each task. Bidders cost proposals must comply with standards outlined within this section. The bidder is at liberty to provide additional recommendations for pricing. However, this will not be part of the cost proposal. This can be added as an appendix at the end of the narrative proposal.

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#	Questions	Responses
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Schedule for Projected Hrs for Q & A RFP  
Projected Period of Time February 15, 2007 through February 14, 2009 (24 months)

Name of Task with brief Description	Projected Hrs	% of Hours	# of Months
<i>Task 1 - General/Global Commitment-Provide technical assistance to State with Meeting Waiver Requirements and in the Implementation of Waiver Programs. Consultation &amp; Assistance to meet Waiver requirements and implementation of Global Commitment to Health Program. Assistance with data and report preparation. Provide post-implementation assistance and assist in monitoring program progress. Provide assistance in responding to waiver or program options and CMS directives.</i>	2,050	36.8%	24
<i>Task 2 - Provide assistance in policy and program development of initiatives for dually eligible persons including the PACE demonstration program and the Choices for Care waiver.</i>	800	14.4%	24
<i>Task 3- Provide implementation Assistance with State's special education initiatives.</i>	75	1.3%	24
<i>Task 4 - Provide assistance to DMH in the development of behavioral health programs and services. Provide assistance improve effectiveness of the Success Beyond Six Program and Futures Project planning to develop successor facilities for the Vermont State Hospital will be on going and cost-modeling work is needed.</i>	1,200	21.5%	24
<i>Task 5 - Provide consultation and implementation assistance to the Vermont Department of Corrections (DOC) for inmate health services.</i>	80	1.4%	24
<i>Task 6 - Provide assistance to the State on an as needed and requested basis on system enhancements, and data reporting and collection activities derived from the Medicaid Management Information System (MMIS) claims system.</i>	40	0.7%	24
<i>Task 7 - Department of Disabilities, Aging and Independent Living (DAIL) Choice for Care 1115 Waiver.</i>	800	14.4%	24
<i>Task - 8 Conduct research and recommend revisions regarding areas of health care concern conveyed through Agency of Human services or legislative initiatives.</i>	125	2.2%	24
<i>Task 9 - Department of Disabilities, Aging and Independent Living - Real Choices Grant Support for comprehensive system reform.</i>	400	7.2%	9
<b>Total</b>	5,570	100.0%	